

## SENIOR ENGINEER

### NATURE OF WORK

This is highly responsible professional engineering work assisting in the administration and coordination of the activities of a section of the Engineering Services Division.

Work involves responsibility for assisting in the supervision and coordination of a staff of professional and technical subordinates. Work requires resolving problems of the highest technical nature. Supervision is received from an administrative superior and reviewed through the achievement of general objectives and successful completion of projects. An employee in this class may function as a "Project Engineer".

### EXAMPLES OF WORK PERFORMED

Reviews engineering studies, plans and specifications from outside consultants to ensure quality control standards are followed.

Prepares and updates elements of the Comprehensive Plan.

Develops and implements public information and education programs which may include public presentations; attends public hearings on behalf of the City in order to answer questions regarding public works and utility projects.

Organizes and prepares special assessments for assigned projects to ensure they are consistent with assessment policies; coordinates the initiation of special assessment districts.

Prepares and monitors various capital and operational budgets.

Completes final designs, project plans, specifications and cost estimates.

Assists in the management of various transportation improvement projects to ensure safety, efficiency, public involvement, fiscal responsibility and conformance with local, regional and national standards.

Prepares and reviews traffic impact studies and sub-area studies to identify transportation improvements needed for changes in land uses; prepares conceptual plans and cost estimates for negotiation of transportation agreements with developers.

Manages the study phase of any transportation improvement project to ensure the successful completion of any and all environmental documents.

Administers the City's sidewalk program, sight distance standards and temporary traffic control requirements.

Develops Long or Short Range Roadway & Utilities Improvement Programs compatible with various land use scenarios.

Develops Transportation Management Programs that are compatible with the local, regional and national transportation planning processes.

Directs subordinate employees in the study, development, design and construction of a variety of engineering projects.

Supervises the preparation of and reviews plans, estimates and contract documents for major projects.

Confers with local and other governmental officials on engineering projects.

Provides technical guidance to employees and advice to other agencies and the general public.

Assists in the day to day operations of section.

Performs related work as required.

#### DESIRABLE KNOWLEDGES, ABILITIES AND SKILLS

Extensive knowledge of the principles and practices of civil and structural engineering.

Thorough knowledge of municipal public works and utilities planning, design and administration.

Thorough knowledge of modern engineering practices and procedures as applied to public works and utilities.

Considerable knowledge of all applicable Federal, State and local laws.

Ability to apply engineering knowledges to specific administrative and technical problems.

Ability to prepare and present highly technical and complex engineering reports and estimates.

Ability to establish and maintain effective working relationships with other government agencies, citizen committees, the media, public officials, other City departments, co-workers and the general public.

Ability to communicate effectively both orally and in writing.

#### DESIRABLE TRAINING AND EXPERIENCE

Graduation from an accredited four-year college or university with major course work in engineering supplemented by a Masters Degree plus thorough experience in progressively responsible civil engineering work, including considerable experience in a supervisory capacity.

#### MINIMUM QUALIFICATIONS

Graduation from an accredited four-year college or university with major course work in engineering and considerable experience in progressively responsible engineering work including experience in a supervisory capacity; or any equivalent combination of training and experience which provides the desirable knowledges, abilities and skills.

#### NECESSARY SPECIAL REQUIREMENTS

Registration as a Professional Engineer by the State of Nebraska.

Possession of a valid State of Nebraska driver's license when operating a vehicle may be necessary to the satisfactory performance of assigned duties for some positions within this classification.

Approved by: \_\_\_\_\_  
Department Head                      Personnel Director

9/99

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